

28 September 1973

MEMORANDUM FOR: Deputy Director for Management and Services
SUBJECT : Weekly Report - Office of Training

I. Recent Activities

A. CIA Today and Tomorrow

The program got under way in the Auditorium on Tuesday with about 160 Agency employees attending. (We had set our cutoff at 200; had a registration at that level, and found that many of those canceled at the last minute) The formality of the Auditorium appeared at first to have a reverse effect on what we had expected to be an enthusiastic group. There were only a few questions of speakers during the opening morning. By the afternoon, however, the audience had warmed up, and by the second morning, questions and exchanges between speaker and audience reached the level of our expectations. Thursday, the last day, was equally good, with Mr. Colby inspiring the class with a dynamic, positive presentation on the future of the Agency and the Community.

Only one change in speakers was necessary during the three days. The DD/S&T had to attend a meeting on the Hill and in the absence of his Deputy, Les Dirks gave the lecture on the Directorate. Mr. Dirks did a creditable job, given such short notice for preparation.

B. Senior Seminar

Messrs. [] have accepted invitations to address the members of the Seminar. Each is scheduled for Tuesday, 6 November here in the C of C building: Mr. [] in the morning, and Mr. [] during the afternoon.

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C. Midcareer Course

On Thursday of last week the class visited Huntsville for a tour of the Marshall Flight Center. On Sunday the class leaves for Chicago to tour the Dresden Nuclear Power Plant and the Argonne National Laboratory. They will return Tuesday evening. During this week, Major General Howard Smith, Deputy Director for Intelligence in DIA, gave an excellent presentation on DIA's work and Lieutenant Colonel Donald Stukel of the NSC Staff did an outstanding job of explaining how the NSC machinery works.

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D. Pilot Running of Systems Dynamics Course

STATINTL [REDACTED] An introductory course in Systems Dynamics was conducted by Ray
STATINTL [REDACTED] on 17-19 September to acquaint representative officers from
offices with potential interest in the methodology with Systems Dynamics
STATINTL characteristics. Lectures and instructional material provided by [REDACTED]
Associates illustrated applications in a wide variety of management and
analysis fields -- resource allocation, narcotics, R&D, regional development,
technological forecasting, etc.

STATINTL [REDACTED] follow-up queries to the attendees will be used
to determine more precisely the degree of interest in the methodology among
CIA's organizational elements, the detail considered necessary in future
training programs to achieve a desirable level of expertise in the methodology,
the capability and willingness of the attendees to assist in future course
presentations, potential case studies, and other factors relating to further
training in systems dynamics.

E. M&S: Trends and Highlights

The forty-third running of the course was held from 17-21 September.
Forty-five employees attended the course, 13 of whom were Career Trainees
and three were from other directorates.

F. Off-Campus Program

At the end of Thursday's registration (the second day) approximately
230 employees have been signed up for one or more of the 22 courses (actually
255 registrations). Present readings suggest that about 16 or 18 of the courses
will have sufficient enrollment to qualify under the University of Virginia's
requirements. We are accepting registrations through next week even though
the Program is scheduled to start on 1 October.

On Thursday afternoon, University officials met with the instructors
to discuss course outlines, texts, and other matters allied to the teaching.

G. DLI's Language Courses

The Director of the Systems Development Agency of the Defense
Language Institute sent the Chief of the Language Learning Center copies of
two prototype courses for his evaluation from the standpoint of substance
and the Center's use of them. One is an 18-week Thai course; the second is
a Vietnamese programmed instruction (modeled after one developed for the LIC
in 1967). Each is good but of minimal use to OTR since each is heavily
weighted in military vocabulary and exercises.

H. Briefings

On Friday, 21 September, a half-day program was presented for the fifteen members of FSI's Administrative Operations and Management Course. Speakers from the [] and the Offices of Logistics and Finance discussed various aspects of []

On Monday, 24 September, at the Defense Intelligence School, Paul [] gave a two-hour talk on CIA to approximately forty officers attending the Joint Operations Intelligence Course. One of the officers mentioned to Paul personally, the excellent assistance from CIA to the USAF Military Airlift Command, citing in particular, assistance in providing information on hijacking and terrorists activities.

II. Upcoming Developments

A. Enrollments Continue Heavy for Information Science Courses

Applications for enrollment in the information science courses continue to be considerable. We have 88 applications for the one-week managers course scheduled to begin on 15 October. (CIA-37, DIA-14, NSA-12, Army Intelligence-5, Navy Intelligence-11, and the Air Force-9) Our maximum is 35. The DIA and NSA figures do not reflect the number of applications received by those agencies but only the number of principals and alternates to fill the agreed quota.

Judging from the number of telephone inquiries we are receiving, the four-week functions course, starting 29 October, will be similarly oversubscribed. Given the status of our staff, we see no immediate way of handling all of these requirements.

B. Training Officers Conference

Twenty-one officers have already responded to our invitation to the half-day meeting to be held on 11 October in the Chamber of Commerce Building. In addition to hearing talks by the DTR and the Chiefs of Units, the TO's will tour the new facilities of the Information Science Training Center and, for those who haven't already done so, there will be a tour of the Language Learning Center.

C. Visit of FEI Group

We have received word that three members of the foreign policy seminar in the current running of the FEI's Residential Program in Executive Education are not joining the group for the briefings scheduled on Monday morning at Headquarters. Among the group is [] Their withdrawal

from the full field trip is for personal reasons. (It is not unusual for this to happen since we understand some of the executives use the "trip-week" to check into their offices.)

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D. Soviet Bloc Seminar for Africa Division

(From [redacted] memo. Included at your request)

At the request of the Chief, Africa Division, OTR will organize a seminar on contemporary Soviet Bloc affairs. The seminar will consist of a two-hour lecture and discussion, weekly, on Thursdays, from 3 to 5 p.m. (or later if interest so warrants), and will be held in the AF Conference Room. It will continue for approximately 14 weeks.

The seminar will cover the USSR, highlighting background, economy, foreign policy, Soviet life, and the CPSU. There will also be coverage on Eastern Europe countries. (OCI is taking responsibility for this portion.)

Intended for AF officers concerned with the Soviet target, the seminar will not be operational, thus avoiding duplication of coverage in the Soviet Bloc Operations Course. Rather, it will be a familiarization (in some cases a refresher) program, providing opportunity for exchange of new and useful experiences of AF operations officers on what has been happening in the Soviet Bloc these recent few years.

The seminar is scheduled to begin on 4 October.

[redacted]

for Alfonso Rodriguez
Director of Training

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